

National Stewardship Contracting/Agreement Workshop

Location/Lodging: Holiday Inn, Downtown at the Park
 200 South Pattee Street
 Missoula, MT 59802
 (406) 721- 8550

A block of rooms has been reserved for this workshop under the name: “BLM Stewardship Contracting Workshop.” These rooms will be available for reservation until Friday, May 6, 2011. The room rate is at the available government per diem rate of \$87.00, per night, single occupancy. Montana state bed tax is additional 7% and the Missoula Tourism Business Improvement District tax is \$1.00 per day.

Transportation: The hotel provides complimentary transportation to and from the
 Missoula International Airport.

Recommended Pre-work:

Stewardship Contracting Authority PL.108-7
Stewardship Contract Guidance IM-2006-058
Review the Stewardship Contracting Website: <http://web.blm.gov/nstc/ForestMang/steward.html>
SCID Tutorial / User’s Guide

Instructors:

Mike Bechdolt	OR	IDIQ Contracts/Appraisals	541-885-4118
Jim Bowmer	WO	Stewardship 101	202-916-7247
Rich Byron	MT	Timber Sale Contracts	406-538-1900
Yuri Dyson	OR	Contract Overview	503-808-6229
Bill Hensley	MT	Field Trip	406-896-5042
Bruce Reid	MT	Timber Sale Contracts	406-538-1960
Chris Shaver	ID	Agreements	208-373-3817
Madeline Small	OR	Service Contracts/ Minimum Clauses	503-808-6222
Dick Watson	NOC	SCID	303-236-0158
Aaron Wilkerson	UT	SCID	801-539-4077

Itinerary:

Sunday	June 5, 2011 Travel to Missoula
Monday	June 6, 2011 <u>0800 to 1700 Classroom Instruction</u>
Tuesday	June 7, 2011 <u>0800 to 1700 Classroom Instruction</u>
Wednesday	June 8, 2011 <u>0800 to 1700 Field Trip</u>
Thursday	June 9, 2011 <u>0800 to 1700 SCID Instruction, Timber Sale Contracts</u>
Friday	June 10, 2011 <u>0800 to 1200 Classroom Instruction / Wrap-up</u> Travel Home

Course Contents: BLM National Stewardship Contracting/Agreement Workshop

Monday, June 6

- Welcome – 8:00–8:15
- Keynote (Missoula Field Office) – 8:15–8:30
- Introductions – 8:30–9:00
- Stewardship Contracting: Background, Guidance, and Process (Jim Bowmer) – 9:00–10:00
- Stand Alone Service Contract – (Madeline Small) 10:00–11:30
- Lunch – 11:30–12:30
- Contracting Overview (Yuri Dyson) – 12:30–2:00
- Market Research (Yuri Dyson) – 2:00–2:30
- Outreach and Marketing (TBD) – 2:30–3:30
- Statements of Work (Yuri Dyson) – 3:30–5:00
- Adjourn

Tuesday, June 7

- Daily Outlook – 8:00–8:30
- Agreements (Chris Shaver) – Case Study 8:30–11:00
- Pyramid Mountain Lumber, Inc. – The Stewardship Company (Gordy Sanders) 11:00–12:00
- Lunch – 12:00–1:00
- IDIQ – Case Study (Mike Bechdolt & Yuri Dyson) 1:00–3:30
- Discussion /Q & A – 3:30–5:00

Wednesday, June 8

- Field Trip All Day – Participants will meet in the conference room at 8:00. Participants should bring field clothes, comfortable hiking boots, warm jacket, sack lunch, and water according to their own needs. If you have a hard hat and can easily bring it with you, please do so.
- Day's Events (Bill Hensley) – Hotel conference room 8:00–8:30
- Missoula Field Office/Pyramid Mtn. Lumber – Garnet Ghost Town Stewardship Project 9:00–1:00
- Travel to and Tour of Pyramid Mtn. Lumber Mill (Seeley Lake) – 1:00–4:00

Thursday, June 9

- Concurrent Sessions – Class will be split in half taking one course in the morning and switching to the other in the afternoon:
 - A. Stewardship Contracting Information Database (SCID) (Dick Watson)
This session will be held in the Missoula Field Office conference room. Transportation will be arranged.
 - B. Timber Sale Case Study (Bruce Reid & Rich Byron)
This session will be held in the Holiday Inn conference room.

Friday, June 10

- Concurrent Sessions – Class will be split into Procurement Staff and Resources Staff:
 - A. Procurement – Minimum Clauses for Service Contracts, Set-Aside rules, Selecting an NAICS Code.
 - B. Resources – NAICS Code worksheet, Preparing a Proper Appraisal.
- Wrap up – Evaluations, Certificates.